

Permission Letters.

There are numerous examples of permission letters on the Web – pick your favorite. Following are some sites you can check:

Sample Letter Requesting Permission at the University of Texas System Copyright Crash Course site, maintained by Georgia Harper:

<http://www.utsystem.edu/OGC/INTELLECTUALPROPERTY/permmm.htm>

North Carolina State University Copyright Permissions Guide, maintained by Peggy Hoon:

<http://www.lib.ncsu.edu/scc/contents.html>

Copyright Permission Letter from LibraryLaw.com:

<http://www.librarylaw.com/perm.htm>

Sample Permission Request from the University of Nebraska: <http://unp.unl.edu/press/sampleRequest.jsp>

“Fair Use: Obtaining Permission” from the Consortium for Educational Technology for University Systems (CETUS): <http://www.cetus.org/fair7.html>

“How to Secure Permission to Use Copyrighted Works” from the Copyright Management Center at Indiana University-Purdue University Indianapolis: <http://copyright.iupui.edu/permsec.htm#top>

From: Carrie Russell, [Complete Copyright: An Everyday Guide for Librarians](#) (American Library Association: 2004) available at <http://www.ala.org/editions>

See also:

Richard Stim. [Getting Permission: How to License & Clear Copyrighted Materials Online & Off](#) (Nolo Press, 2004) available at <http://www.nolo.com> (print and ebook editions)